

**OIL & GAS DEVELOPMENT COMPANY LIMITED  
PROCUREMENT DEPARTMENT, ISLAMABAD  
FOREIGN SECTION A**

(To be completed, filled in, signed  
and stamped by the principal)

ANNEXURE 'A'

Material Heat Transfer Fluid (Hot Oil) for Nashpa Plant  
Tender Enquiry No PROC-FA/CB/P&P-NASHPA-4255/19  
Due Date  
Evaluation Criteria FULL PKG.

**SCHEDULE OF REQUIREMENT**

Sr No	Description	Unit	Quantity	Unit Price (FOB)	Total Price (FOB)	Unit Price C & F BY SEA	Total Price C & F BY SEA	Deviated From Tender Spec. If Any
1	HEAT TRANSFER FLUID (HOT OIL), AS PER ATTACHED SPECIFICATION AND TOR	Litre	103500					

Note:

1- **Bid bond**; -Pursuant to tender clause # 2.2, 11.4, 13 & 35.3.2, bid(s) must be accompanied by an upfront bid bond in the form of pay order/ demand draft or bank guarantee issued by scheduled bank of Pakistan or a branch of foreign bank operating in Pakistan for an amount of US \$10,400/- (United States Dollar Ten Thousand Four Hundred Only) or equivalent Pak Rupees, with technical bid and valid for 150 days from the date of opening of the bids. The bank guarantee must be issued in accordance with the format as per Annexure-C of the tender documents.

2. **Terms and conditions**: -Bidders are advised to carefully read all the terms and conditions of the Tender Document available at OGDCL web site in the master tender document.

3- **Shipment from ACU member Countries**: In case of shipment from ACU member countries, the LC beneficiary should be of that particular country from where the consignment is being shipped.

4. **Summary rejection criteria**: - The summary rejection criteria at clause # 35 of the tender document may also be examined carefully. Any bid not meeting the criteria spelled in the clause # 35 shall be summarily rejected without any right of appeal. Delivery period of the quoted product should not be more than 90 days after opening of Letter of Credit (LC).

5. **Foreign Procurement Payment Terms (also available at OGDCL website (Tenders Tab):**

(i) **Tender value less than or equal to US \$200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 70 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 30% Payment will be released after receipt, inspection and acceptance of material.

(ii) **Tender value more than US \$200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 80 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 20% Payment will be released after receipt, inspection (in addition of pre-shipment inspection), and acceptance of material.

## Hot Oil

OGDCL invite bids for the supply of 62,100 Liter hot oil in accordance with the terms and conditions specified in the Tender Documents.

### **1. Scope of Work**

The following scope of supply shall be applicable for supply of hot oil.

- 1.1 Supply of hot oil as per quantity mentioned at SOR.
- 1.2 Provide operating guidelines and technical literature for the proper usage of hot oil.
- 1.3 Technical support services throughout the usage of supplied hot oil as per Clause-7 on as and when requirement basis.
- 1.4 Provide details of testing/monitoring parameters required to monitor the performance, quality and operability of supplied hot oil.

### **2. Basis for Selection of Hot Oil**

#### **Specifications**

The offered hot oil shall follows below listed minimum specifications. For all other specs which has significant effect on hot oil system and operation, the offered brand should follow the specifications of Therminol-66.

S.No.	Parameters	Requirement
1	Composition	Modified terphenyl or compatible for mixing
2	Moisture contents	150 ppm (Max)
3	Flash point	184 °C (Min)
4	Fire point	212 °C (Min)
5	Autoignition temperature	370 °C (Min)
6	Boiling point	359 °C (Min)
7	Density	1005 kg/m <sup>3</sup>
8	Specific gravity (20/20 °C)	1.012
9	Kinematic Viscosity at 40 °C	29.6 cSt
10	Bulk operating temperature	0 - 345 °C (Min)
11	Maximum film temperature	370-375 °C (Min)

### 3. Necessary Bid Data

3.1 **Clients / Sales Achievement in Pakistan (for similar application)** Bidder has to furnish two letter of recommendation/performance comments of the client/user from any reputed petrochemical company whom they have supplied not less than 10,400 L of Hot Oil and one letter should preferably from Pakistan while the Bidder who supplied the same chemical to OGDCL through bidding procedure and subsequently having satisfactory performance is not required to submit letter of recommendation while attach the copy of PO with quantity supplied.

S.No	Name of client with address and phone Nos.	Contract/Purchase order No. with date	Quantity Supplied

### 3.1 Necessary Attachments with Bid

S.No	Description
01	Original authority letter issued by the manufacturer to bidder and local agent for quoting their product against specific tender enquiry
02	Complete product data memorandum, specifications, application notes, storage, and handling.
03	Compatibility certificate/declaration with existing in use hot oil as per Clause-6.5.
04	MSDS and valid ISO-9001 & ISO-14001 certificates of manufacturer
05	Fresh 3 <sup>rd</sup> party analysis report w.r.t specifications at Clause-2
06	Client list in Pakistan as per format given at Clause-3.1
07	Two letters of recommendation / performance (as per Clause-6.7)

### 3.2 Bid Summary Sheet

Bid summary sheet should be mentioned at least following information/data.

S. No.	Description
01	A Name of Bidder
	B Name of authorized signatory of bidder
	C Complete address, phone, fax numbers, web site and email of bidder
02	A Name of Local agent
	B Name of authorized signatory of local agent
	C Complete address, phone, fax numbers, web site and email of local agent
03	A Name of manufacturer

	B	Complete address, phone, fax numbers, email and website of manufacturer	
04		Brand Name of Product	
05		Country of origin/manufacturing facility	
06		Port of shipment	
07		Minimum shelf life of product should not less than 3 years	

#### 4. Packing

- 4.1 Material will be supplied in brand new drums as per manufacturer's specification. Packing should be of international standard (pelletized packing)
- 4.2 Each drum should be clearly marked with contract no., chemical name, and name of manufacturer, net & gross weights, lot/batch No. and expiry date.

#### 5. Delivery Period

Hot oil should be delivered in minimum possible time not more than 90 days after LC opening.

#### 6. Specific Conditions and Vendor/bidder Liabilities

The company (OGDCL) invites bids from bidders for the supply of hot oil in accordance with the terms and conditions listed below:

- 6.1 Only genuine manufacturers having manufacturing experience at least 07 years will be considered for technical evaluation duly supported by valid ISO certificates for manufacturing / production of offered hot oil. Trade houses and stockiest will not be treated as manufacturers.
- 6.2 Bidder should be submitted two sets of technical bid (01 original and 01 copy). All documents listed at Claus 3 must be attached with bid.
- 6.3 Bidder must have a local set-up and local experts for technical and after sale services in Pakistan. Detail C.V. of local technical expert(s) must also be attached with bid.
- 6.4 Bidder shall provide complete details with their technical bid for the shipping, storage, handling and topping/mixing procedure of their hot oil with other brands.
- 6.5 Bidder will have to confirm and submit a firm declaration (on original manufacturer letterhead) regarding:
- Compatibility/equivalency of quoted hot oil with Therminol-66 for future mixing and topping.
  - Quoted hot oil not reactive with Therminol-66 nor degraded (loss of chemical properties) upon mixing/topping.

- 6.6 For any bidder who quotes Therminol-66 should also have to submit declaration as per Clause (6.5) for other equivalent brand(s).
- 6.7 If bidder did not supply hot oil to OGDCL previously, they will have to submit two performance / recommendation letters from their clients (at least one from Pakistan) to whom they supplied at least 10,400 L of the quoted hot oil during last 10 years.
- 6.8 Bidder will have to mention all the testing/monitoring parameters required to evaluate the quality, performance and operability of their quoted hot oil.
- 6.9 Specifications of quoted hot oil must be mentioned clearly, word accepted or complied will not acceptable. Shelf life of quoted hot oil is not less than 03 years.
- 6.10 OGDCL will carry out 3rd party pre-shipment inspection at its own cost from approved firms. The TPI firm will submit report directly to OGDCL and consignment will only be shipped after acceptance/endorsement of TPI report(s) by OGDCL.
- 6.11 Bidder will responsible to arrange a fully sponsored visit of 02 OGDCL officials to manufacturing facility for witnessing TPI, technical training and visit of manufacturing facility in order to authenticate quality control setup of manufacturer. Bidder will have to bear all the cost (travelling, boarding, lodging, visa assistance) for visit of OGDCL committee. Visit charges should be quoted separately which will be financial evaluation however payment will only be made if OGDCL avail the visit.
- 6.12 Material must have to be lift back by the vendor if found not as per technical specifications of this particular tender enquiry even after its receipts at the OGDCL base store and shall have to replace with the material conforming to technical specifications within 90 days, with no additional cost to OGDCL.

## 7. Technical Services

- 7.1 Local agent will be responsible to arrange their technical expert visit free of charge to any OGDCL plant for troubleshooting throughout the usage of their supplied hot oil on as and when required basis (not more than two visits per year).
- 7.2 Local agent will be responsible to arrange complete analysis of hot oil sample(s) from manufacturer's testing / R&D facility on as and when required basis. Analysis parameters and analysis charges must be quoted separately (not included in financial evaluation) and shall be valid for 02 years however payment will only be made for such analysis if availed by OGDCL as per quoted rates. Analysis of hot oil samples includes sample collection, transportation/shipment to lab facility and complete lab analysis.
- 7.3 Acceptance of following perpetual technical support.
- i. Telephonic / email conversations, no limits
  - ii. Update of new product/development